

OLD SAYBROOK POLICE COMMISSION

Subcommittee to Create a Draft RFP/RFQ Operational Study Document

May 4, 2017

MINUTES

A special subcommittee meeting of the Old Saybrook Police Commission was held on Thursday, May 4, 2017 at the Old Saybrook Town Hall.

Present: Chairman Stuart, First Selectman Fortuna, Commissioner Coppes and Cooper and Board of Finance Member Barry O’Neill. Chief Spera and Lieutenant Roche were present from the Department of Police Services.

This meeting was video and audio taped by the Town of Old Saybrook.

I. Call to Order/Pledge of Allegiance

Chairman Stuart called the meeting to order at 6:32 PM and led those in attendance in the Pledge of Allegiance.

II. Comments from the Public

Mike Paradise stated that he is the President of the local Dispatcher Union and he wanted to read a letter into the minutes. The letter was written on behalf of both the Dispatcher and Police Unions signed by both sets of Presidents and Vice Presidents. Mike read the letter and handed out copies to each member of the subcommittee. The letter requests a 90 day review period for the Unions to go over the study and have legal representatives review the study. The letter also expressed concern over a co-worker being questioned by a subcommittee member about said co-workers work schedule while actively working. Finally the letter expressed more concern over the fact that at the last meeting when Mike spoke during public comment there were subcommittee members snickering. The letter is attached.

Commissioner Coppes asked about the previous report Mike referenced. He asked where was the study he spoke about took place.

Mike Paradise stated the study was not done locally but it is called the Kimball report.

Barry O’Neill stated that he stopped a Police Officer and spoke in a general conversation. He stated that he didn’t ask any specific questions. He stated that he is not the guy doing the study and that he feels the letter is a form of intimidation.

Chief Spera responded to Barry stating that he has reached out to Barry to have a meeting regarding the questioning of a Police Office and that the Police Officers feel intimidated by town officials stopping and questioning them about work hours.

III. Review DRAFT RFQ

Chairman Stuart stated that he likes the draft RFQ, his only issue was under goals and objectives. He stated that he doesn't like to tell the consultants what they shouldn't do. Other than that he found no issues with the draft.

The subcommittee discussed the language under the goals and objectives that stated that the findings/recommendations shall not be or considered to be an evaluation of any member of the Department of Police Services' performance nor shall the final report, or any facet of the final report, be used to impose disciplinary action against any employee of the Department of Police Services.

Chief Spera stated that it is extremely important to the personnel within the Department. The employees know they can participate knowing that there is no disciplinary consequences.

The subcommittee discussed the topic and Chief Spera and First Selectman Fortuna stated that they will get together to craft language that protects the employee but still leaves the door open to investigate should something come up.

First Selectman Fortuna stated that he is happy with the draft RFQ and that the Chief did a great job.

The subcommittee discussed who the submittals will be delivered to.

First Selectman Fortuna stated that that his office will accept everything and keep a list.

The subcommittee discussed the scoring system.

Chief Spera stated that the scoring needs to be transparent with the scoring system. The documents needs to be scored with the whole Police Commission plus the two members of the Board of Finance who are on the subcommittee.

The subcommittee discussed if the documents can be taken home and individually scored or if they have to do it as a group.

The subcommittee agreed that they would rather take them home and score individually and then come back as a group and review. Chairman Stuart asked Chief Spera to look at the FOI laws regarding that aspect.

The subcommittee discussed the fiscal stability requirement in the document.

Chief Spera stated that it is put in there to make sure that the company is not a one person firm who then uses the money to hire other people to perform the study.

First Selectman Fortuna stated that the fiscal stability can be performed at the next level during the interview process.

IV. **Discussion and Possible Action on the Draft RFQ**

The subcommittee discussed approving the document based upon the changes that were discussed.

V. **Review of the Draft Process**

The subcommittee reviewed the project time line.

Barry expressed his frustration with the year timeline. Stating that it shouldn't take this long and that he might not be a Board of Finance member in a year.

Chairman Stuart stated that the RFQ is not about his needs and timeframe.

First Selectman Fortuna stated that he understands Barry's frustration but the public process tends to take a lot longer than the private sector. He stated that the timeline is actually reasonable and factual.

VI. **Discussion and Possible Action to plan future meeting dates**

The subcommittee discussed meeting on May 9th at 2:00 PM to approve the changes within the draft RFQ.

VII. **Adjournment**

First Selectman Fortuna made a motion to adjourn. Commissioner Cooper seconded the motion. The motion to adjourn passed with a vote of 6 in favor and 0 against.

The meeting adjourned at 8:11 PM.

The next regular Police Commission meeting is scheduled for May 22, 2017 at 7:00 PM in the first floor conference room at the Old Saybrook Town Hall.

Respectfully submitted by:

Jennifer D'Amato
Records Clerk for the Old Saybrook Police Commission